



JEFFERSON PARISH

Department of Purchasing

Michael S. Yenni
Parish President

Brenda J. Campos
Director

December 6, 2016

ADDENDUM #1

RFP No.:0357

Receipt Date: December 5, 2016

For: Provide Management and Operations of Fixed Route and Paratransit (MITS) Public Transportation services for the Jefferson Parish Department of Transit Administration and Senior Transportation services for the Jefferson Parish Department of Citizens' Affairs – Office of Senior Services

CLARIFICATIONS, REVISIONS, ADDITIONS:

CLARIFICATIONS:

General:

1. If a new Contractor is awarded the Contract will they need to provide an AVL system or procure the current AVL system from the incumbent?
Yes, the new contractor will have to provide or procure the current AVL system from the incumbent.
2. If a new Contractor is awarded the Contract will they need to purchase the cooling system from the incumbent or will they be required to provide their own cooling system?
They will be required to provide their own cooling system which may include procuring the system from the incumbent.
3. Please clarify if proposers are to include cost for fuel for all vehicles? And if so, what date will the propane vehicles be active as that will affect fuel costs.
Costs of fuel for all vehicles are to be included in the pricing for Attachment "E". We are not sure when the propane vehicles will be active.
4. Please clarify if a fuel escalator will be set during post recommendation negotiations.
As in the previous agreement, yes it will be set during negotiations.



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5. Please clarify if the Contractor is responsible for providing support vehicles?
No, that will not be a responsibility of the contractor.

Maintenance:

6. What are the annual contract miles?
We do not do contract miles. We do revenue hours as referred to in Section 1.1, Background.
7. What is the fleet replacement schedule for the Parish?
We have begun the process to replace (8) forty foot fixed route vehicles with re-manufactured busses. By year 2022, we plan to replace 17 more fixed route vehicles with either new purchased vehicles, new leased to purchase vehicles or re-manufactured vehicles. As to the paratransit vehicles we are currently preparing an invitation to bid for 13 propane vehicles, with the possibility of these vehicles being on state contract. We are looking at a time frame of approximately 9 months
8. The RFP states the vehicle must be washed even if the bus wash is out of service. Does the Parish want separate costs for manually washing buses if the equipment is out of service or is a cost borne by the Contractor?
We just purchased 2 new bus washers, one for the east bank as well as one for the west bank. Yes if the equipment is out of service the costs is to be borne by the Contractor.
9. What is the schedule for replacement of the lifts and other major shop equipment in the maintenance facilities? Is the Contractor responsible for replacements?
The contractor will be responsible for the replacements.
10. Pension Plan language from the RFP: "Upon contract award, the successful proposer will be required to take on the Westside Pension Plan and any liabilities associated."
Please provide a copy of the pension plan and explain the current contractor's responsibility for unfunded liabilities in the Westside Pension Plan and how the current contractor is responsible for defined benefits (past, present, and future) and unfunded liabilities. Specifically, will the new contractor be financially responsible for any past, present or future pension plan liability, including without limitation, liability for vested but unfunded or underfunded benefits?



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The pension plan is handled by the current management firm, and it is not in the possession of Jefferson Parish as it is part of the responsibility of operating and managing the system. All pension issues have to be upheld and are dealt with by the Pension Board. All pension issues are protected by 13C, so any contractor will be responsible for all elements of the pension plan.

11. Does the current contractor have a subsidiary corporation for the management of this contract and the Westside Pension Plan?

The current contractor manages everything.

12. Based on the complexity of the pension plan and other important aspects of the RFP, would Jefferson Parish consider an extension to the due date of proposals until early January?

No.

ADDITIONS:

A copy of the Mandatory Pre-proposal sign in sheet has been attached to this addendum.

REVISIONS:

Please remove Attachment "A" Insurance Requirements and replace with the Revised Attachment "A"

Sincerely,

Sidney Duffy

Sidney Duffy, Buyer II
Jefferson Parish Purchasing Department

Proposer must acknowledge all addenda on the signature page. Proposer acknowledges receipt of this addendum on the signature page by entering the number that has been assigned to this addendum.

This addendum is a part of the contract documents and modifies the original RFP documents and specifications. The contents of this addendum shall be included in the contract documents. Changes made by this addendum shall take precedence over the documents of earlier date.

RFP MANDATORY PRE-PROPOSAL CONFERENCE SIGN-IN SHEET

RFP #:0357

LOCATION:

DATE AND TIME:

DESCRIPTION: Provide Management and Operations of fixed Route and Paratransit (MITS) Public Transportation Services
GGB, 200 Derbigny Street, Suite 3507
December 5, 2016 at 10:00 AM

10:14 AM

NAME	COMPANY NAME/ADDRESS	PHONE/FAX NO.	EMAIL ADDRESS	SIGN-IN	SIGN-OUT
Ms. Sidney Duffy, Buyer II	Jefferson Parish Purchasing Department	Phone: 504-364-2682 Fax: 504-364-2693	sduffy@jeffparish.net	<i>Sduffy</i>	<i>Sduffy</i>
William Waters	First Transit 4922C Sore Rd Baton Rouge, LA 70818	(225) 678-1687	william.waters@firstgouv.com	<i>William Waters</i>	<i>William Waters</i>
Darryl Sprouse	Jeff Parish Citizens Affairs	504-736-6090	bgsprouse@jeffparish.net	<i>Sprouse</i>	<i>Sprouse</i>
Derrick Brunelle	Transdev	504 858 6776	derrick.brunelle@transdev.com	<i>DB</i>	<i>DB</i>
Orlando Pierre	Transdev	504 - 623-4570	Orlando.pierre@transdev.com	<i>Orlando Pierre</i>	<i>Orlando Pierre</i>
Sharon Leader	Jeff. Transit	504/364-3450	sleader@jeffparish.net	<i>Sharon Leader</i>	<i>Sharon Leader</i>
Ben Francis III	Jeff Transit	504/364-3450	bfrancis@jeffparish.net	<i>Ben Francis III</i>	<i>Ben Francis III</i>
Garrick Rose	Solutient	504-214-4808	grose@solutient	<i>GR</i>	<i>GR</i>

[illegible]

ATTACHMENT "A"

INSURANCE REQUIREMENTS

All insurance requirements shall conform to Jefferson Parish Resolution No. 113646 dated 12/09/2009. The proposer shall not commence work under this contract until it has obtained all insurance and complied with the insurance requirements of the specifications and Resolution No. 113646.

Proposers must provide with proposal submission a current (valid) insurance certificate evidencing required coverages. The current insurance certificate will be used for proof of insurance at time of evaluation. Thereafter, and prior to contract execution, the selected proposer will be required to provide final insurance certificates to the Parish which shall name **the Jefferson Parish, its Districts Departments and Agencies under the direction of the Parish President and the Parish Council** as additional insureds regarding negligence by the contractor for the Commercial General Liability, Workmen's Compensation Insurance and the Comprehensive Automobile Liability policies. Additionally, said certificates should reflect the name of the Parish Department receiving goods and services and reference the respective Jefferson Parish RFP solicitation number

WORKER'S COMPENSATION INSURANCE

As required by Louisiana State Statute, exception; Employer's Liability, Section B shall be \$1,000,000 per occurrence when Work is to be over water and involves maritime exposures to cover all employees not covered under the State Worker's Compensation Act, otherwise this limit shall be no less than \$500,000 per occurrence.

COMMERCIAL GENERAL LIABILITY

Shall provide limits not less than the following: \$1,000,000.00 Combined Single Limit per Occurrence for bodily injury and property damage.

COMPREHENSIVE AUTOMOBILE LIABILITY

Bodily injury liability \$1,000,000.00 each person; \$1,000,000.00 each occurrence. Property Damage Liability \$1,000,000.00 each occurrence.

DEDUCTIBLES

No insurance required shall include a deductible greater than \$10,000.00. The cost of the deductible is borne by the proposer.

UMBRELLA LIABILITY COVERAGE

An umbrella policy or excess may be used to meet minimum requirements.

ADDENDUM #1 ISSUED 12/6/16